

draft
Minutes for:
Mid-City Local Human Rights Committee
July 23, 2012

LHRS members:

Latonia Edmonds, Chair
Faye Joseph, Vice Chair
Kathy Brobst, Committee Member

Stewart Prost, Advocate, Office of Human Rights

Staff & Programs:

Rhonda Taylor-Dubie's Love Residential Services
Natascha Fedyszyn-Carr, The Up Center (Sponsored Placements-
Adult, Day Program, Sponsored Placement-Children (Temp)
Karen Bailey, The Up Center. In-Home Services, Mental Health
Support.
Jay P. Gonzalez; Roger Alston; Prosperity Homes, Inc.
Gregory Ash; Restorer of Broken Walls
Betty Gray-Henson; Alternative Family Treatment Services Inc.
Kewania Curney-VA institute for People with Disabilities
Cyleta Baylor-Caring Hands and Supplementary Enrichment
Education S.E.E. LLC of Virginia
Richard Coleman-Urban Learning Leadership Center
Faith Foundations

Meeting Convened at 3:00 p.m. by Ms. Latonia Edmonds, Committee Chairperson
The minutes from the last meeting (4/23/2012) were approved.

Program Reports:

Virginia Institute for People with Disabilities - no incidents or allegations to report, 4 clients
T.W. Neumann & Associates- not present and no report sent.
Community Solutions- 16 MHS 11- IIH no incidents or accidents.
Restorer of Broken Walls-not present
AJ & T Independent Group Homes- 13 clients, 2 incident of neglect to be discussed in closed session.
Prosperity Homes, Inc.- 9 – no incident/accidents.
Alternative Family Treatment Services-no incidents or allegations to report-Census: 8 (new address given)
The Up Center In Home Services-no incidents or allegations to report – 31IIH and 30 MHI
Urban Learning and Leadership Center-no incidents & no allegations to report; census 3
Cook Community Support- not present
Dubie's Love- no incident/accidents census 4
Caring Hands and Supplementary Enrichment Education LLC of Virginia-no incidents or allegations to report; Census: 7
The Faith Foundation- Census: 3 1 allegation, request close session.
The Up Center Family Life Sponsored Homes- no incidents/accidents. 72 family life; 14 day support, 4 allegations, all unfounded.
Talk Family of Virginia- 28, no accidents or incidents.

Old Business:

No old business.

New Business:

Alternative Family Treatment Services documented a change of address to their agency. The address is in possession of the committee.

Mr. Provost stated the importance of when an address change occurs to notify his office by email as soon as possible and that a change of addresses is different that an additional location which needs to be registered with licensure and received new affiliation with human rights.

Caring Hands- New address approved 1313 Hawthorne Dr. , Chesapeake, VA 23325

Program requesting permanent affiliation with Mid-City LHRC:

ULLC new affiliation was not approved as the request package was not complete.

CM- revise- need to focus on behavior management policy and program rules.

Report from the Advocate:

July 10, 2012, Timothy Jones, a new advocate was hire. He will be out of Williamsburg.

Ms. Moore's appointment for a new human right committee member has been approved; she will begin in September 2012.
Still recruiting for another human rights committee member, a generalist.

The final minutes are to be sent to Margret Walsh after 5 days and 10 days the new draft needs to be sent to her.

Regarding the quarterly reports, make sure they are sent in 2 weeks in advanced, to the advocate and the Human Rights committee. If there are no incidents/allegations on the report, it may be emailed, but if there is a report with an allegation or incident, for confidentiality, it must be faxed, not emailed.

Again, for notification of change of address, notify Human Rights and Licensure via letter with the following information:
Change of address, date of the change, person of contact at the new address.

Any additional service has to have affiliation to move forward. Here is what is needed 1) Develop Human Rights Policies 2) Submit Human Rights Policies to Margret Walsh 3) She will send a letter verifying.

Your request package needs to include

- 1) Copy of Letter sent to Ms. Walsh
- 2) Description of Letter requesting affiliation.
- 3) Service Description.
- 4) Your Human Rights Policy
- 5) Behavioral Management Policy
- 6) Any program rules.

Send this package to Stewart Prost and the committee members.

Notice effective July 1, 2012 – department process change for serious injury and death. Central office in Richmond, VA will handle these cases.

Closed sessions are only for client/consumer related.

Reminder- send incident report, investigate report within 10 days after incident.

Informal Complaint- 5 days written to document its resolved

Formal Complaint- 10 working days.

With no further business the open meeting went into closed session for The Up Center and A& JD..

Next Mid-City Session, October 22, 2012 at The Up Center, 222 W. 19th Street, Norfolk.